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Welcome to the School To Registered Apprenticeship (STRA) Toolkit!

This page provides high school and post high school instructors and counselors with important information about the STRA Program, and why it is critical for those in education to be able to present program information to students when discussing high school and post high school education and training options.

Those in education are already aware of the "skilled" labor shortage many businesses are experiencing throughout the U.S. This shortage affects a very large number of employers representing a variety of industries and occupations.

Michigan's Career Preparation System focuses on activities that help students plan and prepare for today's occupations and careers, including:

- Career exploration, awareness, and decision making,
- Applied academics and coursework in real world context,
- Up-to-date technology skill training in the classroom and work setting,
- High school and post high school education and training opportunities and options leading to the successful obtainment of occupational and career goals, including life long education, training, and employment opportunities.

While academics are most certainly key to a student's future career plans, the majority of available employment opportunities do require post high school education and training, but not necessarily the 4-5 year college degree. Many high-skill, high-wage, good benefit positions require those individuals who posses:

- Good core academics and high quality technical skill training,
- And demonstrates good work ethics, such as attendance, performing quality work, and showing responsibility.

While a large number of students begin the 4-5 year degree program, only 20% or less actually finish. Those who do complete may find it difficult to secure degree related employment due to lack of experience. **It is clear that the most successful means of career training combines classroom instruction with "on-the-job" training.**

STRA Programs:

- Provide high school and post high school program activities that **combine career and occupational classroom instruction with paid on-the-job training**.
- As an extension of the **Federal Apprenticeship Program**, is highly structured and formalized. **Instructional curriculum and job site training plans** are developed by the employer and high school and post high school technical instructional staff, and provide detailed information regarding tasks to be learned and the number of hours to be spent on each task.

- Invites and encourages all interested students in good academic standing to apply, regardless of work experience, or financial means. Students need only complete each activity in the program **"Selection Process"** to be eligible for interviews with sponsoring employers.
- Works with employers who provide student apprentices, upon graduation, opportunities for **full time employment, including benefits and wage increases**.
- Require student participants to continue classroom instruction at the local community college with the **employer paying a portion or all of the tuition and fees**.
- **Provides training for over 800 careers and occupations**, requiring anywhere from 2-5 years to complete, where upon the student receives a "**Certificate of Completion**" from the U.S. Department of Labor. These credentials identify an individual as "highly skilled" and are recognized by industry professionals nation wide!

High school instructors and counselors can present this program as one of the best post high school options available to students today!

Learn more about the STRA Program by clicking on to any desired topic, and receive information about a program every student should be aware of prior to making any career, education, and training decisions!

- The Apprenticeship System of Training
- Michigan Career Preparation System
- STRA and Michigan's Career Preparation System
- Program Benefits and Commitments
- Program Requirements for Students and Employers
- The STRA Program Student "Selection Process"
- Student Apprentice Summer & School Year Program Activities
- Program Completion and Nationally Recognized Credentials
- Career Pathways - Apprenticeable Careers and Occupations
- 50 Most Frequently Asked Questions about Apprenticeships
- STRA Program Resource Personnel

The Apprenticeship System of Training

Apprenticeship Programs have been in existence for many years. Practiced mostly in Europe, the term "apprenticeship" is used to describe the idea of a professional teaching their skill or occupation to another individual. Training in this manner helped to insure a continued pool of qualified candidates for many different occupations. Over time, training programs became more structured and formal, and included classroom instruction. **Program Standards** were developed by employers as a means of designating tasks or skills to be learned at the job site, and what classes must be completed for an individual to be successful in a specific career or occupation.

Apprenticeship Programs have gained momentum in the United States due mostly to the lack of skilled individuals available to the nation's employers. Their steady increase in popularity, especially with high school students, can be attributed to the fact that parents and students recognize the need for more viable post high school career training options that include occupational training while still in high school, assistance in paying for college, and the knowledge of guaranteed full time, gainful employment upon completion of high school that includes benefits and continued education, training, and employment opportunities.

The Apprenticeship system of training is unique in that it is the only formal, structured, and nationally recognized education and training program available that combines the two most common forms of career and occupational learning:

Classroom Instruction
With
On-The-Job Training

Apprentices not only learn occupational skills in the classroom, their learning is expanded to include **paid on-the-job training!**

Apprentices not only learn occupational skills in the classroom, their learning is expanded to include paid on-the-job training!

The School-to-Registered Apprenticeship (STRA) Program was developed to allow high school students the opportunity to participate in apprenticeship training as a part of their high school classroom activities. Students wishing to be considered for participation in a STRA Program must be at least 16 years of age and a third year (junior) student in high school.

Students, as early as their junior year, can be apprenticed, participating in technical instruction, as well as paid on-the-job training during their normal school day!

Participating employers choose who they wish to sponsor for specific occupations within their business based on student candidate's application, portfolio, and assessment information, as well as the student's interview performance. Student apprentices are

required to complete a pre-determined number of classroom instruction as well as on-the-job training. During senior year, the student apprentice's classroom instruction may be provided by the local high school or technical school. A portion of the student's school day may also be spent performing paid on-the-job tasks at work site. Upon graduation, classroom instruction is continued at the local community college or other designated post high school instruction deliverer. All on-the-job training is supplied by the sponsoring employer both during high school, and, upon graduation, as a full time employee with the sponsoring business.

Student participants are registered with the Federal Office of Apprenticeship, and all classroom and work site training hours are recorded and kept on file until the students completes all program classroom and work site training hours. Program length, usually between 2000 to 8000 hours, takes anywhere from 2-5 years to complete depending on the occupation and the employer. Upon successful completion of all program hours, apprentices receive their "Certificate of Completion from the U.S. Department of Labor, Office of Apprenticeship. These credentials, recognized by professionals in the industry nationwide, verify the individual's status as quality trained and highly skilled!

Students who complete STRA Programs have experienced high quality academic and occupational education, technical training with employment, and awarded national credentials insuring immediate and future gainful education, employment, and career opportunities!

Return to Main Menu

Next

Michigan's Career Preparation System

Michigan's Career Preparation System strives to insure all students participate in career exploration and preparation activities. The STRA Program provides student participants with occupational and career exploration activities, as well as offers a well-defined and predetermined pathway to occupational goal and career achievement.

While high school graduates may have a variety of post high school plans, and engage in a number of activities, one thing remains certain. At some point, **all students will need to secure employment**. Significant changes in the labor market have prompted those in education to re-examine the current education system focusing on the need for students to develop strong academic, technical, and employability skills.

- Businesses want employees who have good core academics, quality, up-to-date skill training, and a commitment to life long learning.
- They also want individuals who are well prepared for the work world, possessing the attitude, motivation, and critical employability skills and abilities that will insure their success.

Career research and exploration, making informed career choices, and being properly prepared for a specific career are essential. We can no longer assume that a college degree will insure personal and financial gainful employment. Individuals must possess the knowledge, skills, and abilities employers require.

Michigan's Career Preparation System provides students, grades K-12, the opportunity to explore a variety of different careers, as well the education, skills, and guidance that will properly prepare them for continued education, training, employment, and career opportunities.

Career Preparation Goals Include:

1. Insure career preparation is integrated into the Michigan education system.
2. To ensure that all students, with their parents, will be prepared to make informed choices about their careers.
3. To insure that all students have the types and levels of skills, knowledge, and performance valued and required in their education and career choices.

Components of the Career Preparation System include:

- Academic Preparation
- Career Development
- Workplace Readiness
- Education and Training Options

Each of the above components collectively interacts, producing a system where student achievement and successful entry into a career of choice is the primary objective.

Return to Main Menu

Next

The STRA Program and Michigan's Career Preparation System

The School-to-Registered Apprenticeship Program plays a very important role in assisting Michigan schools in obtaining the goals of the Career Preparation System.

STRA Program Consortium members, and business, education, and community program supporters are dedicated to working with the private sector to:

- Expanding opportunities for high school youth to receive occupational and career education and technical skill training by participating in registered apprenticeship programs.
- Make a significant impact on the private sector's need for a properly prepared and skilled-trained workforce.

With these directives, STRA Program goals, objectives, and activities directly align with the stated outcomes of Michigan's Career Preparation initiative. These aligned goals include:

- Developing STRA Programs as a capstone to any integrated, career-decision making, preparation system for youth.
- Creating STRA Programs that will make a significant impact on the private sector's need for a skilled workforce.
- Provide a series of employment and career preparation activities designed to provide student candidates with industry and occupational data to assist them in making appropriate, educated, and informed career choices. These activities, known collectively as the STRA Program Selection Process, are required to be completed by any student wishing to be interviewed by participating employers. Selection Process activities include:
    - Program Application Completion, including grades, attendance and core academic level documentation.
    - Student and Parent attendance at a STRA Program Orientation.
    - Participation in Occupational Assessment.
    - Participation in Business Tours.
    - Attendance and participation in a STRA Program Pre-Interview Workshop.
    - Participation in STRA Program Interviews.
    - Possible Physical and/or Drug Test
- Utilization of classroom instruction and on-the-job training as a means of guaranteeing complete, high quality, up-to-date occupational or career education and training.
- Provides a long term, formal, and structured education and training plan that includes both high school and post high school training activities, including employer paid post high school classroom instruction at the local community college.
- Provides guaranteed fulltime employment including wages and benefits to graduating seniors.
- Provides program completers with nationally recognized credentials insuring lifelong education, training, and employment opportunities.

Everyone will need to become a part of the workforce at some time in life. Being prepared and planning in advance will help insure that student's occupational and career goals are achieved. Michigan's Career Preparation System and the School-to-Registered Apprenticeship Program can assist in insuring students graduate from high school well prepared, highly motivated, and ready to successfully pursue advanced education, training, occupational, and career goals!

Return to Main Menu **Next**

STRA Program Benefits and Commitments

Program Benefits:

For the Student:

- Career path which includes education, training, and a quality job.
- Direct link between education and work.
- Paid college classroom instruction.
- Program completion certificate recognized nation wide.
- Career path to four-year degree if desired.

For the Employer:

- Access to help train our future workforce.
- Input into training program.
- A structured training process for all employers.
- Program coordinators recruit and screen candidates.
- Employers select students they wish to sponsor.

For the Parent:

- Son/daughter on quality career path that includes full time employment and college instruction.
- Paid work site training helps insure no college debt.
- Parents are reassured of son/daughter ability to be self-supporting.

For the Schools:

- A quality choice available to all third year students.
- Students not eliminated because of tuition costs.
- Opportunity to upgrade curriculum to meet employer standards.
- Direct link between schools and businesses within the community.

Program Commitments:

From Student:

- Commitment to series of Selection Process activities including
- Complete application
- Attend orientation meeting
- Tour businesses
- Complete assessment activities
- Interview with employers
- Possible drug screening
- Work full time during the summer.

- Attend occupational class and participate in paid on site training during senior year.
- Upon graduation, commit to full time employment with sponsoring business, and continued classroom instruction.

From Employer:

- Commit to hire up front.
- Long term commitment to employ.
- Must structure jobs within organization.
- Must commit to pay student's post high school tuition.
- Commitment of time and staff to properly train student.

From Parents:

- Must agree to support student through Selection Process activities.
- Adjust family schedule and provide student with transportation when necessary.
- Support STRA Program, local school, and employer rules, regulations, and guidelines.

From School:

- Support student during program selection and implementation activities.
- Develop articulation program.
- Market and promote program opportunities to students and parents.
- Provide supportive staff to work with program coordinator throughout school year.

Return to Main Menu

Next

STRA Program Requirements for Students and Employers

Students wishing to be considered for STRA Program participation must meet the following requirements:

- Be at least 16 years of age and a sincere interest in the occupation or career.
- Enrolled in a local high school, alternative or adult education, or home schooled program.
- Be of junior or senior year status and on track for graduation.
- Be physically and mentality capable of performing the tasks and duties of the occupation or career.
- Meet all employer pre-hiring and hiring requirements, including completion of paperwork and successfully passing a drug test and/or a physical.
- Complete all STRA Program and Office of Apprenticeship & Training paperwork, provide any requested documentation, and secure appropriate signatures, including parent signatures when applicable.
- Have access to reliable transportation to and from the work site in the summer and during the school year.
- Be available a minimum of 6 weeks during the summer for any initial classroom instruction, as well as participation in the Summer Work Experience.
- Meet all local school and/or technical school work-based learning participation requirements.
- Maintain an "on time" graduation status at all times.
- Agree to abide by all STRA Program, Office of Apprenticeship & Training, technical school, and local school rules, regulations, policies, and procedures.

In addition, employers prefer candidates who:

- Have a serious desire to become a professional in a specific occupation or career.
- Exhibit a willingness to work hard to achieve education, employment, occupation, and career goals.
- Has had some occupational classroom instruction and/or work experience.
- Has shown satisfactory academic and technical classroom progress and performance.
- Has exhibited good work habits and exhibits the ability to follow directions and complete assignments.
- Is committed to doing quality work in a timely manner.

Employers wishing to be considered for STRA Program must meet the following minimum requirements:

- The business must have training personnel who have appropriate and sufficient experience, and are capable of properly training an apprentice.
- The ratio of apprentice to professional provides proper supervision, training, and safety.

- The training facility and equipment must be up-to-date, in working order, and safe.
- Apprentices must receive proper safety training.
- The business must comply with all state and federal employment and training laws, rules, policies, and regulations.
- Must provide and be in compliance with EEO Laws and with all Occupational Standards.

In addition, careers and occupations offered by a business or employer must be **Apprenticeable**. An Apprenticeable Occupation or Career is defined by the requirements listed below:

- It is a high skilled, high quality, and high wage occupation or career.
- It is an occupation or career whereby there is systematic, continual, and progressive occupational task mastery based upon previous task competency achievement, resulting in the individuals eventual obtainment of the status of "professional" for that specific occupation or career.
- The occupation is one that provides a starting wage at the recommended amount of half what a professional earns at that business performing the same occupation.
- It includes a wage progression scale whereby the individual's wages are increased, given successful job performance, at pre-determined intervals until the individual reaches a professional's salary.
- It is an occupation or career that is clearly identified and commonly recognized by those throughout an industry.
- It can be learned in a practical way through a structured, systematic program of technical classroom instruction, and supervised on-the-job training.
- The occupation requires a minimum of 2000 hours of on-the-job training to learn the necessary skills.
- The occupation requires a recommended 144 hours per year of related technical instruction.

Return to Main Menu

Next

STRA Program Selection Process

Students wishing to be considered for STRA Program participation must meet **program minimum requirements**, as well as complete the STRA Program "**Selection Process**", a series of activities that will help students learn about apprenticeship training, the industries, occupations, and careers students could train for, as well as the employers or businesses offering apprenticeship training and employment.

Selection Process activities include the following:

- Complete the STRA Program Application:
  - This application asks for information from the student and/or parents, information and documentation from the student's counselor, instructors, and attendance staff person, personal recommendations, and requires the student to write a short essay regarding their interest in pursuing training for a specific occupation or career.
- Attend a STRA Program Student/Parent Orientation
  - This activity, typically held in the evening, provides students and parents with more specific program information including a STRA Program overview, as well as breakout sessions where representatives from participating businesses provide information regarding the specific occupations they will offer training for.
- Complete a STRA Program Assessment Session
  - Students must complete a two-hour assessment session, where they are tested in reading, math, and complete career exploration activities.
- Attend Business Tours
  - Tours are scheduled with specific participating businesses. Students must attend the tour activities associated with the program or occupation for which they are applying.
- Attend a STRA Program Pre-Interview Workshop
  - During this two-hour workshop, students will learn pre-employment skills such as properly completing an application, resume writing, and successful interviewing techniques. Upon completion of this workshop, students assemble their "STRA Program Portfolio" containing the student's STRA Program Application and documentation, as well as any additional items they would like to include for the employer to review including a resume, awards or certificates, letters of recommendation, records or transcripts etc. Upon completion of the workshop, if the student has completed all the above activities, they may then sign up to interview with up to three employers of their choosing.
- Participate in the STRA Interview Event
  - Students interview with employers at the STRA Program Interview Event where, on one specific day, representatives form participating businesses interview all interested students who completed the Selection Process.

Employers then make their selection based on student's program application information, portfolio items, and interview performance.

Any student who meets program minimum requirements may apply and participate in the selection process, however, only those students who have completed all selection process activities are allowed to interview. This "self attrition" system allows students to drop out of the process at anytime by not attending an activity. It also helps to insure only the highly motivated, most interested students will be granted the opportunity to interview.

Return to Main Menu **Next**

STRA Program Student Apprentice Summer and School Year Activities

Students selected by employers for apprenticeship training will begin STRA Program activities the summer between junior and senior year, and continue classroom and jobsite training until all program hours are completed (2-5 years). The typical STRA Program activity schedule includes the following:

Summer Between Junior & Senior Year

- When applicable, student will participate in a 1-2 week classroom safety course.
- Student will participate in a 6-8 week paid STRA Program Summer Work Experience with the sponsoring employer. The student is registered with the Office of Apprenticeship as an apprentice for a specific occupation, keeping track of the student's classroom and job site training hours until the program is completed.
- Student's wages start at approximately half what a "professional" earns performing the same job for that specific business.

Senior Year

- During senior year, the student apprentice will participate in occupational instruction during a portion of their traditional classroom day.
- Student apprentices also continue paid on-the-job training at the work site.
- A "Progressive Wage Scale" is utilized, allowing guaranteed wage increases at predetermined intervals, given students progress and performance is satisfactory.

Upon Graduation

- Once the student apprentice graduates, he/she continues paid on-the-job training as a full time employee, receiving wages plus benefits.
- The student apprentice also continues classroom instruction at the local community college, or other post high school instruction deliverer.
- In most cases, the employer will pay a portion or all of tuition and fees.

Upon Apprenticeship Completion

- The student apprentice must successfully complete all program classroom and on-the-job training hours. This can take anywhere from 2-5 years depending on the occupation and the employer.
- When program hours are completed, the student is awarded a "**Certificate of Completion**" from the United States Department of Labor, Office of Apprenticeship, verifying the completion of high quality occupational or career training, and recognized by those in the industry nationwide!
- Student's wages upon program completion will be at the company's professional wage level for the occupation.

Program Completion & Nationally Recognized Credentials

All School-to-Registered Apprenticeship occupational programs require that the student apprentice complete a required number of **On-the-Job Training** hours as well as a specific number of hours completing **Related Technical Instruction**.

- **"On-the-Job Training" hours** refers to the hours that the student apprentice must spend learning and performing occupational training tasks and duties at the worksite. On-the-Job Training hours and tasks are predetermined by the employer. Most STRA occupational programs require anywhere from 2000 to 8000 hours of On-the-Job Training and will take the student apprentice approximately 2-5 years to complete.
- **"Related Technical Instruction hours** refers to the hours that the student apprentice must spend in occupational classroom activities. Classes that the student apprentice must successfully complete are predetermined by the employer. The Office of Apprenticeship recommends that student apprentices spend a minimum of 144 hours per year in classroom instruction activities.

Once all **On-the-Job Training** hours and **Related Technical Instruction** hours are completed, the student apprentice is awarded a "**Certificate of Completion**" issued by the United States Department of Labor, Office of Apprenticeship. These credentials identify the bearer as one who has completed high quality education and training for the occupation and is a highly skilled, competent professional in the industry.

Possessing a Certificate of Completion is considered by many industry professionals to be one of the most valued credentials to possess, because it certifies that the individual has completed both hands-on training and classroom education for a specific occupation. Statistically, those who possess a Certificate of Completion earn, on the average, about the same or more than those who possess a Masters Degree from an accredited college or university. In addition, many go on to pursue Bachelors and Master's degrees, providing continuous lifelong education, training, employment, and career opportunities!

Return to Main Menu

Next

Career Pathways: Apprenticeable Careers and Occupations

Currently, there are over 800 occupations and careers that are "apprenticeable", that is, there are already 800 occupations where a student can use formal apprenticeship training to learn and master the skills and tasks for a specific occupation, and upon program completion, receive a Certificate of Completion. Examples include Paralegal, Auto Mechanic, Computer Operator, Child Care Development Specialist, Dental Assistant, Chef, Die Maker, Electrician, Field Engineer, Machinist, Medical Lab Technician, Roofer, X-ray Equipment Tester, and Fire Fighter. Each year, more occupations and careers are added to the list. All occupational or career programs are approved and registered with the United States Department of Labor, Office of Apprenticeship.

Career Pathways and Apprenticeable Careers and Occupations

In an effort to help students research, explore, and understand the many different occupation and career options available, the state of Michigan has adopted the Career Pathway system. Like the apprenticeship system of training, Pathways helps create a well-defined "path" of education and training activities leading to the obtainment of a specific occupation or career goal. The Pathway System provides students' learning experiences with organization, direction, and focus. It also encourages students to remain "goal oriented" and gives purpose and meaning to learning, which makes school and classes more relevant and interesting.

The Career Pathway system recognizes 6 Career Paths. They include:

- Arts & Communications
- Business, Management, Marketing, & Technology
- Engineering, Manufacturing, & Industrial Technology
- Heath Sciences
- Human Services
- Natural Resources & Agriscience

Career Pathways, along with Michigan's Career Preparation System work to assist students in exploring different occupations and careers, making informed and educated career choices, and selecting the education and training opportunities that will most likely result in the successful obtainment of a career goal.

STRA Programs offer formal, structured, and organized education and training opportunities for many different occupations and careers represented in each of the six Career Pathways. For many occupations, apprenticeship training may be the only formal education and training option available. For others, apprenticeship training may be one of several education and training opportunities, but most likely the only formal program combining both on-the-job training and classroom instruction.

Apprenticeship programs, including STRA Programs, must include:

- A Work Process Schedule: List of all on-the-job training tasks and skills to be learned, and the number of hours that will be spent learning and mastering each skill,
- Related Technical Instruction: List of occupational classes or courses that must be successfully completed,
- Progressive Wage Scale: Starting wage, ending wage, and the schedule of wage increases based upon number of hours completed.

Listed in this section are samples of apprenticeable occupations from each of the six Career Pathways and the Work Process Schedule, Related Technical Instruction, and Progressive Wage Scale for each. Simply "click on" to the occupational program you wish to review.

Remember that STRA Programs provide students with the type of organized, structured, and formal education and training associated with career preparation activities and successfully pursuing and completing a Career Path.

Arts & Communications	**Business, Management, Marketing Technology**	**Engineering, Manufacturing, and Industrial Technology**
CHEF	COMPUTER TECHNICIAN	RESIDENTIAL WIRING
HOTEL ASSOCIATE	COMPUTER OPERATOR	MACHINIST
GRAPHIC DESIGNER	WEB DESIGNER	CARPENTER
COMMERCIAL DRAFTER	KEYBOARD OPERATOR	AUTO TECHNICIAN
FLORAL DESIGNER	PROGRAMMER	ELECTRICIAN

Health Sciences	**Human Services**	**Natural Resources & Argiscience**
EMERGENCY MEDICAL TECHNICIAN	PARALEGAL	ENVIROMENT ANALYST
LAB TECHNICIAN	COUNSELOR PRIVATE INVESTIGATOR	LANDSCAPE TECHNICIAN
OPTICIAN	CHILD DEVELOPMENT SPECIALIST	GREENSKEEPER
NURSE		METEOROLOGIST
		LOGGER

Return to Main Menu

Next

50 Most Frequently Asked Questions

1. What is an apprentice?
2. What is apprenticeship?
3. What is an apprenticeship indenture?
4. How does federal vocational legislation define "apprenticeship training program"?
5. Do the military services offer apprenticeship programs?
6. Is an employer required to accept apprenticeship credit earned in the military or other sources?
7. Must apprenticeship programs register with the Office of Apprenticeship?
8. Must individual apprentices register with the Office of Apprenticeship?
9. Must public schools or postsecondary institutions that offer apprenticeship-related training be registered with the Office of Apprenticeship?
10. Are apprentices employed?
11. What rate of pay do apprentices receive?
12. Who directly supervises apprentices working on the job?
13. What is related training?
14. What are the subjects taught in related training?
15. Is related training required of an apprenticeship?
16. Must an apprentice complete the program of related training?
17. How long does related training last?
18. How many hours of related training are required per year?
19. Where can related training be provided?
20. Who determines related training curriculum?
21. When does the apprentice attend related training?
22. Do apprentices get paid for attending related training classes?
23. What are the criteria for an occupation to be apprenticeable?
24. How many occupations are apprenticeable?
25. What specific occupations are apprenticeable?
26. What are the educational requirements of apprentices?
27. Who pays for the apprentice program?
28. What is a program sponsor?
29. What are some of the responsibilities of a program sponsor?
30. What is the Office of Apprenticeship?
31. What is the role of the U.S. Office of Apprenticeship in apprenticeship?
32. How can vocational education assist the apprenticeship system?
33. What is a journeyperson?
34. To be in an apprentice program, must the apprentice be a member of a labor union?
35. What percent of apprentices are not members of (organized labor) unions?
36. What is the average age of apprentices?
37. What is a School-to-Apprenticeship program?
38. What is the purpose of a School-to-Apprenticeship program?
39. Does the Office of Apprenticeship provide journeyperson certification to apprentices after completion of their apprenticeship?
40. How many people participate nationally in the apprenticeship program?
41. Can apprentices earn college credit for the apprenticeship experience?

42. Why is apprenticeship important for the apprentice?
43. Why is apprenticeship important to the program sponsor?
44. How long do traditional apprenticeships last?
45. How long do performance-based apprenticeships last?
46. What is a State Apprenticeship Council (SAC)?
47. Are State Apprenticeship Councils required by law?
48. What occupations are generally accepted to have the largest number of apprentices?
49. What does the term "work experience" mean in relation to apprenticeship programs?
50. Where do individuals interested in becoming apprentices go to find out about such opportunities?

50 QUESTIONS COMMONLY ASKED ABOUT APPRENTICESHIP

1. WHAT IS AN APPRENTICE?

A qualified person of legal working age who has entered into a written agreement with an employer under which the employer is to provide an opportunity for the apprentice to learn an apprenticeable occupation.

2. WHAT IS APPRENTICESHIP?

Apprenticeship is a unique, voluntary training system through which individuals acquire trade and craft kills and knowledge. Training combines daily on-the-job instruction in manipulative skills with periodic classroom (related) instruction in technical subjects related to work requirements. The training design provides for learning all required practical and theoretical skills and knowledge for the chosen skilled occupation. Practical aspects of work are mastered on the job as apprentices are rotated through all phases of their particular occupations. Theoretical aspects of work are mastered during related subjects instruction in the classroom. Related instruction continues throughout the apprenticeship term and provides an opportunity to consider, in depth, the underlying principles of job activities. This arrangement of on-the-job and classroom instruction is a standard part of typical apprenticeship indenturing agreements. It ensures the individual's employability and guarantees competent workers for industry by providing for learning the complete range of skills and knowledge during training. (See Question 13 - What is related training?)

3. WHAT IS AN APPRENTICE INDENTURE?

A required written agreement or contract between apprentice and program sponsor concerning the terms of employment and training experiences of the apprentice during the learning period. The agreement sets forth expectations, duties and obligations of each party for the term of the apprenticeship. Among items typically incorporated into the agreement are the provision for related instruction, overtime regulations, minimum wage schedule for each period in the apprenticeship term, and approximate time schedule for training in different aspects of the occupation.

4. HOW DOES FEDERAL VOCATIONAL LEGISLATION DEFINE "APPRENTICESHIP TRAINING PROGRAM"?

"A program registered with the U. S. Department of Labor or the state apprenticeship agency in accordance with the Act of August 16, 1937, commonly known as the National Apprenticeship Act, which is conducted or sponsored by an employer, a group of employers, or a joint apprenticeship committee representing both employees and a union, and which contains all terms and conditions for the qualification, recruitment, selection, employment, and training of apprentices."

5. DO THE MILITARY SERVICES OFFER APPRENTICESHIP PROGRAMS?

Yes. The national apprenticeship system includes over 50,000 apprentices registered in programs sponsored by the United States Armed Forces. Some are civilians.

6. IS AN EMPLOYER REQUIRED TO ACCEPT APPRENTICESHIP CREDIT EARNED IN THE MILITARY OR OTHER SOURCES?

No; however, many companies generally will allow some credit based on bona fide work records provided by either the previous employer or prospective employee. In fact, credit may be given on past employment even if the past employer was not participating in a registered apprenticeship program. Prospective employers may require testing to verify the potential employee's performance level.

7. MUST APPRENTICESHIP PROGRAMS REGISTER WITH THE OFFICE OF APPRENTICESHIP AND TRAINING?

Yes.

8. MUST INDIVIDUAL APPRENTICES REGISTER WITH THE OFFICE OF APPRENTICESHIP AND TRAINING?

Yes.

9. MUST PUBLIC SCHOOLS OR POSTSECONDARY INSTITUTIONS THAT OFFER APPRENTICESHIP-RELATED TRAINING BE REGISTERED WITH THE OFFICE OF APPRENTICESHIP?

No.

10. ARE APPRENTICES EMPLOYED?

Yes. Apprentices must be full-time or near full-time employees of the company to which they are apprenticed. However, in the event of school-to-apprentice programs, registered apprentices may be part-time. Apprenticeship activities may cease for the apprentice if either laid off or unemployed. Cessation or continuance of apprenticeship activities may depend on length of time of layoff or unemployment.

11. WHAT RATE OF PAY DO APPRENTICES RECEIVE?

Usually the wage scale begins at 40%-50% of a journeyperson's rate and increases progressively with satisfactory completion of work assignments and training segments. Near the end of the apprenticeship term, pay ranges from 90%-95% of the full journeyperson's rate.

12. WHO DIRECTLY SUPERVISES APPRENTICES WORKING ON THE JOB?

Apprentices are directly supervised by journeypersons. The ratio of apprentices assigned to a journeyperson is dependent on the trade or craft involved, union contracts, and other agreements.

13. WHAT IS RELATED TRAINING?

Related instruction is the "classroom" portion of apprenticeship and is an integral part of an apprenticeship program. It provides each apprentice with the theoretical and technical knowledge base necessary to become a successful journeyperson. It also provides additional practice and useful examples of job-related skills and knowledge at work. All registered programs include related subjects instruction. The National Apprenticeship and Training Standards require that a minimum of 144 hours per year of apprenticeship training be provided to each trainee in related and supplementary subjects. This period of time can be increased by trade and craft standards or by program sponsors if content warrants the increase. Some industries require as much as 200 to 300 hours yearly in related subjects study by apprentices. Some states require all related training to be provided by the public school or institutions. (See Question 2 - What is apprenticeship?)

14. WHAT ARE THE SUBJECTS TAUGHT IN RELATED TRAINING?

The contents of related subject instruction, such as the number of hours required, varies by trade or craft. In general, the kinds of subjects taught include:

a. the theory, principles, and technical knowledge needed on the job;
b. auxiliary information that assists workers to better accept and discharge their responsibilities; and,
c. occasional manipulative skills that are important to the craft or trade but are not provided conveniently in the apprentice's on-the-job training. Frequently this means that related subject instruction includes the principles, concepts, and information that apprentices must know and use from subject matter such as

mathematics, general physical sciences, safety, basic measurement, and blueprint reading, as well as the study of trade-specific materials and work processes and procedures.

In addition, related subject instruction helps to ensure that workers can communicate effectively in job-specific ways, can work effectively in organizations, and have knowledge about the apprenticeship system. However, regardless of the trade, craft, or situation, the subject matter is current to job demands, practical, and directly useful in working in the craft or trade.

15. IS RELATED TRAINING REQUIRED OF AN APPRENTICESHIP?

Yes. The arrangement of on-the-job and related training is a standard part of typical apprenticeship indenturing agreements.

16. MUST AN APPRENTICE COMPLETE THE PROGRAM OF RELATED TRAINING?

In order to be certified as a completer by the Office of Apprenticeship, an apprentice must attend and successfully complete the program of related instruction.

17. HOW LONG DOES RELATED TRAINING LAST?

Related training (instruction) continues throughout the apprenticeship term.

18. HOW MANY HOURS OF RELATED TRAINING ARE REQUIRED PER YEAR?

144 hours or more, depending on the craft or trade.

19. WHERE CAN RELATED TRAINING BE PROVIDED?

At the public secondary schools offering adult education and at postsecondary institutions. Related instruction can also be conducted at a plant, union hall, etc. Many of the union apprenticeship programs are fully staffed by journey-level teachers. In extenuating circumstances, for example: when the apprentice lives in a rural area or when the particular apprenticeable trade population does not warrant class size training, the related training may be provided to the apprentice(s) by correspondence course or by independent study arrangements. Some states mandate by law that the public schools and institutions provide related training.

20. WHO DETERMINES RELATED TRAINING CURRICULUM?

The sponsor of the program establishes training curriculum. Some trades and crafts with national associations or unions provide nationally-recognized curriculum; however, such curriculum may be tailored to the local level needs of the program.

21. WHEN DOES THE APPRENTICE ATTEND RELATED TRAINING?

Some apprentices attend related training on weekends or evenings. Others may attend during the workday, i.e., two days per month.

22. DO APPRENTICES GET PAID FOR ATTENDING RELATED-TRAINING CLASSES?

If the apprentice attends related training provided during the workday, the employer may be required to provide half-pay or some other reduced rate of pay. Provisions for paying apprentices to attend related training would be provided for in the indenturing agreement or in contractual form.

http://www.doleta.gov/OA/statistics.cfm

23. WHAT IS THE CRITERIA FOR AN OCCUPATION TO BE APPRENTICEABLE?

Apprenticeable occupations generally are defined as those occupations for which:

a. skills are primarily learned through a combination of on-the-job training supplemented
   by related technical instruction;
b. requires at least 2,000 hours of work experience plus related instruction;
c. involves manual, mechanical, or technical skills and is practiced industry-wide as a
   recognizable trade or craft;
d. involves the development of a body of skills sufficiently well-defined to be applicable
   throughout an industry; and,
e. does not primarily involve selling, managerial, clerical, or professional activities.

http://www.doleta.gov/oa/bul06/Bulletin_2006-24_att2.pdf

24. HOW MANY OCCUPATIONS ARE APPRENTICEABLE?

In March of 1993, 832 occupations were recognized by the U. S. Department of Labor as being apprenticeable. More are added from year to year. In 1993, apprenticeships were being served in approximately 223 trades or crafts in the State of Michigan.

Current statistics, check out the following website: http://www.doleta.gov/OA/statistics.cfm

25. WHAT SPECIFIC OCCUPATIONS ARE APPRENTICEABLE?

Too numerous to mention here; however, the current occupations "officially recognized as apprenticeable occupations" by the Office of Apprenticeship are available. Titles and codes of the apprenticeable occupations are listed in the Dictionary of Occupational Titles (DOT). http://www.doleta.gov/OA/statistics.cfm

26. WHAT ARE THE EDUCATIONAL REQUIREMENTS OF APPRENTICES?

Requirements vary depending upon the apprenticeable trade or craft. Some require very specific educational requirements; however, most require a high school diploma or its equivalent. You can get the list of apprenticeable occupations at the following: http://www.doleta.gov/oa/bul06/Bulletin_2006-24_att2.pdf.

27. WHO PAYS FOR THE APPRENTICE PROGRAM?

The program sponsor plans, administers, and pays for the program.

28. WHAT IS A PROGRAM SPONSOR?

The program sponsor can be individual employers, groups of employers, or combinations of employers and unions. Combinations of equal numbers of employers and unions are called joint labor management apprenticeship committees. The term often is shortened to Joint Apprenticeship Committee (JAC) or Joint Apprenticeship and Training Committee (JATC). The latter term, JATC, applies if the committee administers a journeyperson training program to upgrade skills in addition to directing an apprentice program. Committees may represent labor and management interests at the national, state, or
local level. Program sponsors may be governmental agencies at all levels, including universities and the military. In Michigan, program sponsors represent all types of business and industry throughout the state. Most sponsors are not affiliated with organized labor, employ less than 50 employees, are locally owned, and train one to four apprentices at one time. Most have no training department or training personnel.

29. WHAT ARE SOME OF THE RESPONSIBILITIES OF A PROGRAM SPONSOR?

The sponsor sets policy concerning the conduct of the program. The sponsor's jurisdiction includes selecting and indenturing apprentices, supervising training, establishing training curriculum, and certifying apprentices as journeypersons upon completion of the program.

30. WHAT IS THE OFFICE OF APPRENTICESHIP?

It is an agency of the United States Department of Labor that stimulates and assists industry in the development, expansion, and improvement of apprenticeship and training programs. The Office's principal functions are to encourage the establishment of sound apprenticeship and training programs and to provide technical assistance to industry in setting up such programs.

31. WHAT IS THE ROLE OF THE U. S. BUREAU OF APPRENTICESHIP AND TRAINING IN APPRENTICESHIP?

The federal role, as authorized by the National Apprenticeship Act of 1937, is to promote labor standards that safeguard the welfare of apprentices and to guide, improve, and assist apprenticeship. The Office of Apprenticeship is also responsible for registering apprenticeship programs and individual apprentices.

32. HOW CAN CAREER AND TECHNICAL EDUCATION ASSIST THE APPRENTICESHIP SYSTEM?

Career and Technical Education can assist by providing evaluation and assessment services, associate degree programs, pre-apprenticeship experiences, curriculum development projects, instructor training and certification, related instruction, and advisory committee participation. Generally, the related instruction is the most common type of service available from the educational system.

33. WHAT IS A JOURNEYPERSON?

A worker who has satisfactorily completed an apprenticeship and is classified as a skilled worker in that trade or craft. The journeyperson level of competency is conferred by a labor union.

34. TO BE IN AN APPRENTICE PROGRAM, MUST THE APPRENTICE BE A MEMBER OF A LABOR UNION?

No.

35. WHAT PERCENT OF APPRENTICES ARE NOT MEMBERS OF (ORGANIZED LABOR) UNIONS?

60% - 70%

36. WHAT IS THE AVERAGE AGE OF APPRENTICES?

Mid-twenties.

37. WHAT IS A SCHOOL-TO-APPRENTICESHIP PROGRAM?

It is a collaborative effort between business, industry, labor, the Office of Apprenticeship and Training, and education. The linkage may serve secondary, postsecondary, or adult

students. School-to-Apprenticeship Programs are similar to cooperative education: both involve formalized on-the-job training and require related classroom instruction. Sometimes, school-to-apprenticeship is part of co-op, with co-op coordinators recruiting the youth, assisting in placement, and arranging for related instruction.

38. WHAT IS THE PURPOSE OF A SCHOOL-TO-APPRENTICESHIP PROGRAM?

To enable persons to achieve apprenticeship entrance competencies and advanced standing while achieving their formal educational requirements. Students are guided into part-time (cooperative) employment or preparatory in-school training as registered, part-time apprentices leading to an accepted journeyperson level as an occupational goal, including transition to full-time registered apprenticeship upon satisfactory completion of the formal vocational/technical program.

39. DOES THE OFFICE OF APPRENTICESHIP PROVIDE JOURNEYPERSON CERTIFICATION TO APPRENTICES AFTER COMPLETION OF THEIR APPRENTICESHIP?

No. The Office of Apprenticeship provides only a certificate of completion of the apprenticeship program. The Office of Apprenticeship does not certify completers of the apprenticeship as journeypersons. If the apprentice is a member of a union, the union (under its own rules) may provide journeyperson certification.

40. HOW MANY PEOPLE PARTICIPATE NATIONALLY IN THE APPRENTICESHIP PROGRAM?

National 1987 data indicated that each year approximately 320,000 individuals participated in 45,000 registered apprenticeship programs. National 1989 data indicated that 22% of the apprentices were minorities and 7% were female. Current statistics, check out the following website: http://www.doleta.gov/OA/statistics.cfm

41. CAN APPRENTICES EARN COLLEGE CREDIT FOR THE APPRENTICESHIP EXPERIENCE?

Yes. Michigan technical colleges offer college credit for many apprentices. Many large corporations/unions in Michigan (and nationally) have transferred apprenticeship-related training to postsecondary institutions from non-postsecondary schools in order for the apprentices to receive college credit.

42. WHY IS APPRENTICESHIP IMPORTANT FOR THE APPRENTICE?

a. Gaining varied skills through instruction and experience in all major aspects of a trade or craft;
b. Learning to work in harmony with different types of trades and crafts people in a work setting;
c. Learning to work within a company or work organization;
d. Learning about each skilled worker's part in the productivity plan of the industry and/or business;

e. Receiving a wage with regular increases while learning a skilled craft or trade;
f. Increased employability and economic security; and,
g. Receiving recognition as skilled workers from peers, journeypersons, employers, and union members.

43. WHY IS APPRENTICESHIP IMPORTANT TO THE PROGRAM SPONSOR?

For the program sponsor, the advantages for participating in the apprenticeship training system include the following:

a. Developing and ensuring a supply of trained, skilled, and knowledgeable workers and supervisors for their occupations;
b. Increasing worker productivity, overall skill levels, and versatility;
c. Lessening the need for supervision of employees by developing initiative, pride in craftsmanship, speed and accuracy in work; and,
d. Continuing to attract a constant flow of capable people in the trade or craft.

44. HOW LONG DO TRADITIONAL APPRENTICESHIPS LAST?

The traditional apprenticeship system stipulates requirements about the time period for training. For example, the required length of time for training ranges from one to six years, depending upon the specific trade. The majority of programs require three to four years of work and study to complete an apprenticeship.

45. HOW LONG DO PERFORMANCE-BASED APPRENTICESHIPS LAST?

Under the performance-based approach, the time required by an apprentice to accomplish individual tasks and complete the overall program depends on the apprentice's ability to complete the work. Apprentices are permitted to move ahead at their own pace, depending on their prior training, ability to master the task, and motivation to progress.

46. WHAT IS A STATE APPRENTICESHIP COUNCIL (SAC)?

A council created by a state to encourage apprenticeship training within the state's industries and by establishing minimum standards as a basis for apprenticeship training. The council also assists and promotes interest in the establishment of apprenticeship training and by serving as a clearinghouse for all matters pertaining to apprenticeship training in the state. The council works in cooperation with the Office of Apprenticeship and Training. Each council uses the Office of Apprenticeship standards as the minimum for establishing programs but may add any other state requirements in addition to the Office of apprenticeship specifications.

47. ARE STATE APPRENTICESHIP COUNCILS REQUIRED BY LAW?

State Apprenticeship Councils are not required by federal law. Michigan does not have a State Apprenticeship Council; however, 32 states do have such state councils.

48. WHAT OCCUPATIONS ARE GENERALLY ACCEPTED TO HAVE THE LARGEST NUMBER OF APPRENTICES?

Electrician, carpenter, plumber, pipe fitter, and sheet metal worker. In fact, nearly 80% of all registered apprentices in the United States are in the building or metal trades.

49. WHAT DOES THE TERM "WORK EXPERIENCE" MEAN IN RELATION TO APPRENTICESHIP PROGRAMS?

The time apprentices spend on the job under journeyperson supervision, learning step-by-step, through demonstration and practice, the individual work process of a chosen skilled occupation.

50. WHERE DO INDIVIDUALS INTERESTED IN BECOMING APPRENTICES GO TO FIND OUT ABOUT SUCH OPPORTUNITIES?

Individuals should get in touch with their local employment service office or the appropriate joint apprenticeship committee, union, or employers for the craft they want to enter.

Return to Main Menu

Next

STRA Program Resource Personnel

A. US Department of Labor, Office of Apprenticeship and Training

B. STRA Coordinator Mentors

C. Postsecondary Contacts

D. Apprenticeship Schools

E. Apprenticeship Resource Directory
http://www.michigan.gov/documents/Apprenticeship_Resource_Directory

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E-mail: gielinsj@saline.k12.mi.us

Saginaw Career Complex
2102 Weiss Street
Saginaw, MI 48602-5099
Penny Miller-Nelson
Telephone: 989/399-6216
Fax: 989/797-4884

Sanilac Career Center
175 East Aitken Road
Peck, MI 48466-9608
Vickie Rickett, Coordinator
Telephone: 810/648-4700 x 293
Fax: 810/648-4834

Sault Area Career Center
904 Marquette Avenue
Sault Ste. Marie, MI 49783-3302
Julie Truckey, Coordinator
Telephone: 906/635-6652
Fax: 906/635-3830
E-mail: jtruckey@eup.k12.mi.us

Southern Lakes Consortium
3200 West Shiawassee Road
Fenton, MI 48430
Merry Kim Fischer, Coordinator
Telephone: 810/750-8160
Fax: 810/750-8588
E-mail: kfischer@southerlakes.org

St. Clair County Tech Ed Center
499 Range Road, P O Box 5001
Marysville, MI 48040-1500
Barry Smith, Coordinator
Telephone: 810/364-8990
Fax: 810/364-6125
E-mail: bsmith@sccresa.org

St. Joseph ISD
62445 Shimmel Road
Centreville, MI 49032
Jan Rimer, Coordinator
Telephone: 269/467-5400
Fax: 269/467-4309586/825

Tuscola Technology Center
1401 Cleaver Road
Caro, MI 48723-9378
Sherry Diegel, Coordinator
Telephone: 989/673-5300
Fax: 989/673-4228
E-mail: sdiegel@tisd.k12.mi.us

Utica Community Schools
11303 Greendale
Sterling Height, MI 48312-2925
Fred Stanley, Coordinator
Telephone: 586/797-1048
Fax: 586/797-1041
E-mail: fs4muca@ucs.misd.net
E-mail: ganssley@sresd.k12.mi.us

Van Buren ISD Tech Center
250 South Street
Lawrence, MI 49064-9999
Jim Allen, Coordinator
Telephone: 269/674-8001
Fax: 269/674-8954

W. D. Ford Career Tech Center
36455 Marquette Street
Westland, MI 48167
Cynthia Candela, Coordinator
Telephone: 734/419-2116
Fax: 734/595-2127

Warren Consolidated Schools
Career Preparation Center
12200 East 15 Mile Road
Sterling Heights, MI 48312-4000
Ron Getz, Coordinator
Telephone: 586-4172
Fax: 586-4177

C. POSTSECONDARY CONTACTS[5]

Alpena Community College
666 Johnson Street
Alpena, Michigan 49707-1495
Telephone: 989/356-9021
Toll Free: 888-468-6222
Fax: 989/358-7561
Contact: Apprentice Coordinator

Trades: Electrical, Millwright

Bay de Noc Community College
2001 North Lincoln Road
Escanaba, Michigan 49829-2511
Telephone: 906/786-5802
Fax: 906/786-6555
Contact: Apprentice Coordinator

Trades: Automotive, CAD, CNC Operator, Electrical, Electronics, Carpenter, Die Maker, Industrial Electrician, Jobbing Molder, Machine Builder, Machine Repair, Machinist, Millwright, Welding

Delta College
1861 Delta Drive
University Center, Michigan 48710-0001
Telephone: 9898/686-9476
Fax: 989/667-0620
Contact: Russell Davis, Skilled Trades Manager

Trades: Pattern Maker, Industrial Pipefitter, Stationary Boiler Operator, Tinsmith, Tool Hardener, Tool Maker, Tool & Die Welder, Welder, CAD, Electrical, Machine Repair, IT, Millwright, CNC Operator

Glen Oaks Community College
62249 Shimmel Road
Centreville, Michigan 49032-9719
Telephone: 269/467-9946 x.213
Toll Free: 888-994-7818 x.213
Fax: 269/467-4114

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http://www.openop.com@communitycollegecontactinfo.asp

Contact: Lyle Raven, Apprentice Coordinator

Trades: Drafter Designer, Industrial Electrician, Machine Repair Machinist

Gogebic Community College
E-4946 Jackson Road
Ironwood, Michigan 49938
Telephone: 906/932-4231
Fax: 906/932-0868
Contact: Apprentice Coordinator

Trades:

Grand Rapids Community College
143 Bostwick Avenue, NE
Grand Rapids, Michigan 49503-3295
Telephone: 616/234-4722
Fax: 616/234-3781
Contact: Apprentice Coordinator

Trades: Auto Mechanics, Carpenter, CNC Machinist, Die Design, Die Maker, Die Repair, Electrician-Construction, Electrician-Industrial Maintenance, Heating and Air Conditioning, Machine Builder, Machine Repair, Machinist, Maintenance Mechanic, Millwright, Model Maker, Mold Repair, Pattern Maker, Pipefitter, Plastics Technician, Plumber, Product Designer, Quality control, Sheet Metal, Stationary Engineer, Tool Designer, Tool Maker, Truck Mechanics, Welder, Welder Maintenance

Henry Ford Community College
5101 Evergreen
Dearborn, Michigan 48128
Telephone: 313/845-9609
Toll Free: 800-585-4322 (Apprenticeship)
Fax: 313/845-9872
Contact: Apprentice Coordinator

Trades: Blacksmith, Boilermaker, Design Trainee, Die Maker, Die Caster, Model Maker, Die Sinker, Industrial Electrician, Industrial Hydraulics, Mechanic, Industrial Truck & Auto Mechanic, Instrumentation-Pyrometry, Machine Repairer, Metal & Wood Patternmaker, Millwright, Mold & Coremaker, Patternmaker, Plumber-Pipefitter, Power House Mechanic, Roll Turner & Grinder, Sheet Metal worker, Stationary Steam, Tool & Die Heater Treater, Tool & Die Maker, Toolmaker, Welder, Wood Model Maker, Employee-in-Training EIT, Upgrader SIP

Jackson Community College
2101 Emmons Road
Jackson, Michigan 49201
Telephone: 517/787-0800
Fax: 517/789-1633
Contact: Apprentice Coordinator

Trades: Electrical

Kalamazoo Valley Community College
Texas Township Campus
6767 West O Avenue
Kalamazoo, Michigan 49006
Telephone: 269/488-4344
Fax: 269/488-4105
Contact: Apprentice Coordinator

Trades: Electrician, HVAC, Machine Repair, Machinist, Maintenance Mechanic, Millwright, Mold Maker, Plumber, Tool & Die, Toolmaker, Welding

Kellogg Community College Regional Manufacturing – Tech Center
405 Hill Brady Road
Battle Creek, Michigan 49015
Telephone: 269/965-4137
Fax: 269/962-7370
Contact: Apprentice Coordinator

Trades: Electricity & Electronics, Instrument Technician, Machine Maintenance, Machine Mechanic, Machine Repair, Machine Tool, Millwright, Mold Maker, Pipefitting, Plastics, Refrigeration & AC, Robotics, Sheet Metal, Tool & Die, Welding

Kirtland Community College
10775 North St. Helen Road
Roscommon, MI 48653
Telephone: 989/275-5121
Fax: 989/275-8510
Contact: Leonard Miller, Apprentice Coordinator

Trades: Automotive, Tool & Die Maker

Lake Michigan College - MTEC
400 Klock Road
Benton Harbor, Michigan 49022
Telephone: 269/927-8100
Toll Free: 800-252-1562
Contact: Marty Warner, Apprentice Coordinator

Trades: Metal Working, Die maker-Stamping, Die Maker-Trim, Die Repairer, Machinist, Industrial Machinist, Precision Machinist, Mold Maker, Mold Building, Mold P9lisher, Mold Repairer, Numerical Control Machine Operator, CNC Operator, CNC Programmer Operator, Pattern Maker-All Around, Pattern Maker-Wood, Precision Tool-Grinder Operator, Tool & Cutter Grinder, Screw Machine Operator-Single Spindle, Screw Machine Operator-Multi-Spindle, Screw Machine Set-Up Operator, Tool & Die Maker, Tool & Die Repairer, Tool-Grinder Operator, Quality control, Calibration Technician, Gage-Layout Inspector, Machine Designer, Mold Designer, Machine Building, Machine Builder, Electronic Assembly Technician, Machinery Rebuilder, Maintenance, Automated Equipment Technician, Building Maintenance Repairer, Maintenance Mechanic-Institutional, Industrial Maintenance Repairer, Industrial Maintenance Mechanic, Maintenance Electrician, Industrial Electrician, Maintenance Machine Repairer, Industrial Machine Repairer, Millwright, Commercial Housekeeper, Glass Blower, Glazer, Laboratory Technician-Pneumatics, Landscape Technician, Mail Clerk, Stage Technician

Lansing Community College – West Campus
Mail Code 4100W, Room M103
Post Office Box 40010
Lansing, Michigan 48901-7210
Telephone: 517/483-1031
Fax: 517/483-1320
Contact: Richard Scott, Apprentice Coordinator

Trades: Auto Body, Auto Technician, CAD CAM, CNC Operator, Construction, Die Designer, Die Maker-Trim, Die Maker, Die Setter, Die Sinker, Draftsman, Designer Industrial, Electrician-Industrial, Hardener Tool & Die, HVAC Technician, Machine Builder, Maintenance Mechanic, Machine Repair, Machinist, Millwright, Mold Maker, Model Maker, Pattern Maker, Plumbing-Fitter, Quality control, Repairer Welding Equipment, Sheet Metal, Tool Designer, Tool Maker, Tool & Die Maker, Welder-Industrial

Macomb Community College
14500 East Twelve Mile Road
Warren, Michigan 48088
Telephone: 586/445-7438
Toll Free: 866-622-6621
Fax: 586/445-7130
Contact: Apprentice Coordinator

Trades: **Automotive Garage Mechanic, Bricklayer-Mason, Building Maintenance, Carpenter, Die Design, Die Maker, Die Sinker, Electrician-Industrial, Electric Construction & Maintenance, Engineering Design NAEC, Industrial Hydraulics-Pneumatics, Machine Design, Machine Repair, Machine Repair-Building, Machinist, Mechanical Design, Metal Model Maker, Millwright, Mold Maker-Diecast, Plumber-Pipefitter-Industrial, Product Design, Quality Control, Sheet Metal worker, Tool & Die Design, Tool & Die Maker, Tool Design, Tool Maker, Tool Maker-Jig & Fixture, Welder-Fabrication, Wood Model Maker-Patternmaker**

Mid Michigan Community College
1975 South Clare Avenue
Harrison, Michigan 48625-9447
Telephone: 989/386-6614
Fax: 989/386-2411
Contact: Scott Govitz, Apprentice Coordinator

Trades: **Bircklayer, Carpentry, Electrical, Electronics, Maintenance Technician, Plastics, Plumbing, Robotics**

Monroe County Community College
1555 South Raisinville Road
Monroe, Michigan 48161-9746
Telephone: 734/384-4209
Contact: Parmeshwar Coomar, Apprentice Coordinator

Trades: **Automotive, Construction, Electrician-Industrial, Machinist, Manufacturing, Mechanical Design, Metrology Tool & Die Maker, Welder**

Montcalm Community College - MTEC
1325 Yellow Jacket Drive
Greenville, Michigan 48838
Telephone: 616/754-7706
Fax: 616/754-4587
Contact: Apprentice Coordinator

Trades: **CNC Machinist, Maintenance Electrician, Machinist, Maintenance Mechanic, Plastic Mold Maker, Precision Grinder, Tool & Die Designer-Maker, Tool Maker, Tool Room Trainee**

Mott Community College
1401 East Court Street
Flint, Michigan 48503
Telephone: 810/232-3676
Fax: 810/232-2676
Contact: Jessie McKelry, Apprentice Coordinator

Trades: **Assembly Technician, Auto & Truck Repair, Die Setter, Electrician-Industrial, Industrial Designer, Machine Repair, Machinist, Maintenance Mechanic, Maintenance Welder, Millwright, Model Maker, Painting, Pattern Maker, Pipefitter, Plumber, Refrigeration & AC, Sheet Metal, Tinsmith, Tool & Die Maker, Tool Setter**

North Central Michigan College
1515 Howard Street
Petoskey, Michigan 49770-8740
Telephone: 231/439-6353
Fax: 231/348-6628
Contact: Apprentice Coordinator

Trades: **No credit bearing program in place, but in the process of evaluating; some non-credit programs pending.**

Northwestern Michigan College - MTEC
Mailing: 1701 East Front Street
Traverse City, Michigan 49684
2600 Aero Park Drive
Traverse City, Michigan 49686
Telephone: 231/995-2000
Toll Free: 800-748-0566
Fax: 231/995-2022
Contact: Apprentice Coordinator

Trades: **Carpentry, Construction Tech, Die Maker, Die Repair, Electric Mechanical Maintenance, Masonry, HVAC Service Technician, Mold Maker Precision Machinist, Plumbing, Tool Maker, Woodworker**

Oakland Community College-Auburn Hills Campus
2900 Featherstone Road
Auburn Hills, Michigan 49326
Telephone: 248/232-4394
Fax: 248/232-4313
Contact: Janene Erne, Apprentice Coordinator

Trades: **Air Conditioning & Refrigeration, Auto-Truck & Trailer Repair, Carpenter, Die Maker, Diesel Truck Repair, Drafting Design, Experimental Auto, Industrial Electrician, Machine Repair, Machinist, Metal Model Maker, Millwright, Mold Maker, Painter & Glazer, Pipefitter, Stationary Engineer, Tinsmith-Sheet Metal, Tool Maker-Machine Builder, Welder, Wood Model Maker**

Oakland Community College-Orchard Ridge Campus
27055 Orchard Lake Road
Farmington Hills, Michigan 48334
Telephone: 248/522-3400
Contact: Apprentice Coordinator

Trades: **Culinary**

Schoolcraft College
18600 Haggerty Road
Livonia, Michigan 48152-2696
Telephone: 734/462-4419
Fax: 734/463-4601
Contact: Apprentice Coordinator

Trades: **Bakery Maintenance Mechanic, Dairy Plant Maintenance Mechanic, Die Maker, Die Tryout-Punch Finisher, Drafting Design, Forging, Industrial Electrician, Industrial Maintenance, Machine Builder-Repair, Machine Repair-Machinist, Machinist-All Round, Metal Model Maker, Mold Maker-Die cast, Quality control, Sheet Metal Worker, Tool & Die Maker, Tool Maker, Tool Maker-Gage, Tool Maker-Machinist, Welder-Fabricator, Wood Model Maker-Patternmaker**

Southwestern Michigan College
58900 Cherry Grove Road
Dowagiac, Michigan 49047
Telephone: 269/782-1208
Fax: 269/782-1428
Contact: Apprentice Coordinator

Trades: **Auto Mechanic, Drafting, Machine Builder, Machine Repair, Millwright, Tool Maker, Welding**

St. Clair County Community College
Post Office Box 5015, 323 Erie Street
Port Huron, Michigan 48061-5015
Telephone: 810/989-5571
Fax: 810/984-4730
Contact: Apprentice Coordinator

Trades: **Automation Technician, Cabinet Maker, Control Equipment Electrician, Industrial Electrician, Laboratory Technician, Machine Builder, Machine Maintenance Repairer, Maintenance Mechanic, Metal Fabricator, Millwright, Mold Maker, Mold Maker-Generic, Mold Repairer, Robot Technician, Tool & Die, Optician**

Washtenaw Community College
Post Office Box D-1, 4800 East Huron River Drive
Ann Arbor, Michigan 48106-1610
Telephone: 734/973-3724
Fax: 734/677-5459
Contact: Laurie Maroney, Apprentice Coordinator
734/477-8508

Trades: **Automotive Services, Auto Body Repair, Die Maker, Electrician-Industrial, Elevator Repair, General Maintenance, HVAC Technician, Machine Builder, Machine Repair, Machinist, Millwright, Model Maker, Plumber-Fitter, Prototype Engineer, Quality control, Refrigeration Technician, Stationary Engineer, Tool & Die Maker, Tool Maker, Welder-Technician**

Wayne County Community College
2100 Northline
Taylor, Michigan 48180
Telephone: 734/946-3500
Fax: 734/374-0240
Contact: Apprentice Coordinator

Trades: **Toll Free number 800-300-2118 offers list of credit and non-credit programs.**

West Shore Community College
Post Office Box 277, 3000 North Stiles Road
Scottville, Michigan 49454-0277
Telephone: 231/845-6211
Fax: 231/845-7227
Contact: Apprentice Coordinator

Trades: **Millwright, Welder Mechanic**

D. APPRENTICESHIP SCHOOLS[6]

ASBESTOS WORKERS

Asbestos Workers Local 25 Apprentice Joint Training Center
32500 West Eight Mile Road
Farmington, Michigan 48336-5105
Telephone: 248/471-1007
Fax: 248/471-3070
E-mail: asbwrkrs25@aol.com
Contact: Steven Boyd, JAC Coordinator

Territories Covered: Wayne County, Oakland County, Macomb County, St. Clair County, and Eastern Washtenaw County

Heat and Frost Insulators, Local 45 – Toledo
Northwest Ohio Construction Education Center
4535 Hill Avenue
Toledo, Ohio 43615
Phone: 419/531-5911
Fax: 419/531-4392
Contact: Michael Maguire, Training Opportunities
Territories Covered: County of Monroe & Portions of Lenawee County
Mike Haupricht, Career Opportunity Consultant
419/726-4683
Territories Covered: Monroe County, and parts of Lenawee County

Heat and Frost Insulators and Asbestos Workers – Local 47 JATC Training Center
3010 Canal Road
Lansing, Michigan 48917
Telephone: 517/322-2194
E-mail: insulatorslocal47i@hotmail.com
Web: http://www.insulators.org/
Contact: Wade Burch, Training Coordinator
Craig Grigonis, Career Opportunity Consultant
Territories Covered: 68 Counties of Lower Michigan and Chippewa, Luce, and Mackinac Counties in the Upper Peninsula

[6] http:/./openop.com/apprenticeshipschoolslist.asp

Heat and Frost Insulators & Asbestos Workers – Local 75
St. Joe Valley Building Trades Building
1345 Northside Boulevard
South Bend, Indiana 46615
Telephone: 574/282-1650
Fax: 574/282-8032
Email: local_75@msn.com
Contact: Tony Siderits, Training Coordinator
Doug Dodd, Career Development Specialist
Territories Covered: Berrien and Cass Counties

Heat and Frost Insulators & Asbestos Workers – Local 127
900 Regent Lane
Green Bay, Wisconsin 54311-5949
Telephone: 920/465-7877
Fax: 920/465-7896
Toll Free: 877-625-8304 (Joyce Kabot)
Contact: Rick VanRoy, Career Opportunity Consultant
Territories Covered: Central and Western Upper Peninsula

BOILERMAKERS
5936 Chase Road
Dearborn, Michigan 48126
Telephone: 313/584-8520
Fax: 313/584-8777
Web: www.boilermakers.org
Contact: Tony Jacobs, Administrator
Don Cochran, Apprenticeship Coordinator
Territories Covered: Entire state, except counties of Hillsdale, Lenawee, and Monroe.

Boilermakers Local 85
319 Glenwood Road
Post Office Box 35
Rossford, Ohio 48460
Telephone: 419/666-7761
Web: www.ibblocal85.org
Contact: Dennis Lark, Director

BRICKLAYERS & ALLIED CRAFTWORKERS
Local #1, Trowel Trades Apprenticeship
21031 Ryan Road
Warren, Michigan 48091
Telephone: 586/757-6668
Fax: 586/757-7015
E-mail: jack@bricklayers.org
Web. www.bricklayers.org **(Click "IMI Training" tab)**
Contact: Jack Love, Training Coordinator
Territories Covered: Wayne, Oakland, Macomb, and Monroe Counties

Bricklayers & Allied Craftworkers – Local 6
Toivo-Seilo Apprenticeship Building
119 South Front Street
Marquette, Michigan 49855
Telephone: 906/226-3015
Fax: 906/226-5252
Contact: Gary E. Roberts, Training Coordinator
Territories Covered: Entire Upper Peninsula of Michigan

Michigan Bricklayers & Allied Craftworkers – Local 9
Michigan B.A.C. Training Center
3321 Remy Drive
Lansing, Michigan 48906
Telephone: 517/886-2221
Fax: 517/886-5450
Web: www.bac9mich.org
E-mail: mibac9training@sbcglobal.net
Contact: Tom McCord Training Coordinator
Territories Covered: State of Michigan, except Detroit Area & Upper Peninsula

CARPENTERS/FLOR LAYERS/LATHERS
Michigan Regional Council of Carpenters
Detroit Carpenters Joint Apprenticeship Training Center
1401 Farrow
Ferndale, Michigan 48220
Telephone: 248/541-2740
Fax: 248/541-1660
E-mail: office@decarpapp.org
Web: www.detcarpapp.org
Contact: Ron Proctor, Director

Michigan Carpenters Apprenticeship Program
(outstate programs)
Post Office Box 259
Stevensville, Michigan 49127
Telephone: 269/429-2272
Fax: 269/429-2273
E-mail: realapprenticeship@ameritech.net
Web: www.realapprenticeship.com
Contact: James Hahn, Director

Michigan Carpenter Apprentice School
Buena Vista Commerce Centre Industrial Park
3160 Commerce Centre Drive
Saginaw, Michigan 48601
Telephone: 989/755-5856
Fax: 989/755-5859
E-mail: Saginaw@ameritech.net
Web: www.realapprenticeship.com
Contact: James Klumpp & Aubrey Woods, Coordinators

Michigan Carpenter Apprentice School – Local 202
681 Dart Road
Mason, Michigan 48854
Telephone: 517/676-4101
Fax: 517/676-4866
E-mail: lansingJATC@cablespeed.com
Web: www.realapprenticeship.com
Contact: James Klumpp, Coordinator

Michigan Carpenter Apprentice School
2410 Industrial Street
Grayling, Michigan 49738
Telephone: 989/348-8542
Fax: 989/348-9292
E-mail: graylingjatc@i2k.net
Web: www.realapprenticeship.com

Michigan Carpenter Apprentice School – Local 100, 525, 1102
4880 126th Street
P.O. Box 670
Fennville, Michigan 49408
Telephone: 269/561-8115
Fax: 269/561-8125
E-mail: fennjatc@datawise.net
Web: www.realapprenticeship.com
Contact: Dale Stark, Coordinator

Michigan Carpenter Apprentice School – Local 1510
1221 Division Street
Marquette, Michigan 49855
Telephone: 906/225-0703
Fax: 906/225-1160
E-mail: marquettejact@chartermi.net
Web. www.realapprenticeship.com
Contact: Brian Kerrigan, Coordinator

CEMENT MASONS
Greater Detroit Cement Masons Joint Apprentice Committee Training Center
1154 East Lincoln
Madison Heights, Michigan 48071
Telephone: 248/548-7489
Fax: 248/548-0700
Web: www.cementmasons514.org
Contact: George Sillar, Training Coordinator

Greater Detroit Cement Masons Joint Apprentice Committee Training Center
5101 Wyoming
Detroit, Michigan 48238
Telephone: 313/834-2049
Fax: 313/931-5777
Contact: Joe Solano

DRYWALL FINISHERS
1911 East Ten Mile
Madison Heights, Michigan 48071
Telephone: 248/548-0090
Fax: 248/548-1825
Contact: Tim McVicar, Apprenticeship Coordinator

ELECTRICAL
2277 East 11 Mile Road
Warren, Michigan 48092
Telephone: 586/751-6600
Fax: 586/751-6699
Contact: Mike Hogan, Training Director

ELEVATOR CONSTRUCTORS
1640 Porter Street
Detroit, Michigan 48215
Telephone: 313/961-0717
Fax: 313/961-0986
Contact: Richard Egerer

GLAZIERS & GLASSWORKERS
22655 South Chrysler Drive
Hazel Park, Michigan 48030
Telephone: 248/399-5995
Fax: 248/399-3140
Contact: Doug Hoisington, Coordinator

IRONWORKERS
32121 Schoolcraft
Livonia, Michigan 48150
Telephone: 734/421-1050
Fax: 734/421-1764
Contact: Douglas Levack, Director

LABORERS
11155 South Beardslee
Perry, Michigan 48872
Telephone: 517/625-4919
Fax: 517/625-4046
Contact: Paul Glassell

MILLWRIGHTS – Local 1102
27555 Mound Road
Warren, Michigan 48902
Telephone: 586/573-4660
Fax: 586/573-2468
Contact: Dave Morris, Director

OPERATING ENGINEERS
275 East Highland Road
Howell, Michigan 48843
Telephone: 517/546-9610
Fax: 517/546-9793
Contact: Gary Ganton. Coordinator
PAINTERS
1191 East Ten Mile Road
Madison Heights, Michigan 48071
Telephone: 248/548-0090
Fax: 248/548-1825
Contact: Robert Wells, Apprenticeship Instructor

PIPEFITTERS
636 Executive Drive

Troy, Michigan 48084
Telephone: 248/585-0636
Fax: 248/585-3907
Contact: Larry Giroux

PLASTERERS
7301 Schaefer Road
Dearborn, Michigan 48126
Telephone: 313/581-4053
Fax: 313/581-4065
Contact: Terry Van Allen, Business Manager

PLUMBERS
531 East Seven Mile Road
Detroit, Michigan 48203
Telephone: 313/891-5751
Fax: 313/891-5890
Contact: Carl Schroeder, Director of Training

ROOFERS & WATERPROOFERS
21200 Schoenherr
Warren, Michigan 48089
Telephone: 586/772-4271
Fax: 586/772-4577
Contact: Bob Drogosch, Coordinator

SHEET METAL WORKERS
Flint Area Sheet Metal JATC
4070 Dolan Drive
Flint, Michigan 48504
Telephone: 810/785-8111
Fax: 810/785-3369
E-mail: tinmandak@aol.com
Contact: David A. Knight, Training Coordinator

Marshall Area Sheet Metal JATC – Local 7
510-½ East Columbia Avenue
Battle Creek, Michigan 49015
Telephone: 616/963-6423
Fax: 616/963-2625
E-mail: DAECWI@aol.com
Contact: Dale A. Edwards

Saginaw Valley Sheet Metal JATC
4070 Dolan Drive
Flint, Michigan 48504
Telephone: 810/785-8111
Fax: 810/785-3369
E-mail: tinmandak@aol.com
Contact: David A. Knight, Training Coordinator

Sheet Metal Workers Local 80 JATC
32700 Dequindre
Warren, Michigan 48092-1006
Telephone: 586/979-5190
Fax: 586/979-4282
E-mail: smw80jac@prodigy.net
Contact: Stephen S. Murzen, Training Director
Kevin Stanbury, Training Coordinator

SMWIA Local 292 JATC
64 Park Street, Suite 200
Troy, Michigan 48083-2752
Telephone: 248/589-3237
Fax: 248/589-7856
E-mail: smw292@aol.com
Contact: Fred Engelman, Administrator

Upper Peninsula Sheet Metal JATC
120 Sandy Lane
Marquette, Michigan 49855
Telephone: 906/225-0585
Fax: 906/225-0635
E-mail: SMW75RS@aol.com
Contact: Roy Stern

Western Michigan Sheet Metal JATC
221 South Quarterline Road
Muskegon, Michigan 49442
Telephone: 231/777-0252
Fax: 231/777-0549
Contact: Dale Edwards, Training Coordinator

SPRINKLER FITTERS
32500 West Eight Mile
Farmington, Michigan 48336
Telephone: 248/473-8259
Fax: 248/474-0798
Contact: Bob Williams

TILE, MARBLE & TERRAZZO MASONS
21031 Ryan Road
Warren, Michigan 48091
Telephone: 586/757-5019
Fax: 586/757-6094
Contact: Robert Wilson, Business Manager

Return to Main Menu

Next